

Williamsburg Plantation

2024 Annual Meeting

October 4, 2024

***Quorum Met with 76 members***

***Board of Directors Introductions***

***Minutes were approved from 2023 annual meeting***

***Ratification of the 2025 Budget:*** The following questions were asked about the budget:

- Insurance: The policy covers areas such as the pavilion, entrance signs, playground and fence on common areas.
- Pest Control: This covers pavilion and concession stand quarterly.
- Capital Improvements: This pertains to anything to improve the community in the long term and any improvements that will last five years or longer. (common area fencing and parking lot that was recently paved)
- Roads: The City of Jacksonville maintains the roads.
- Lawn Maintenance: It was asked if this was a capital improvement and the Treasurer, Judy Badgett stated it does not.
- Reserve Account: It was stated currently, there is \$90,738.81 in the reserve account. It was also stated the recent paving of the parking lot did not come out of the reserves account. The common area fencing does absorb a lot of the budget annually. This was because fencing that was installed prior to fencing company that has been replacing panels was not treated wood.
- Keys and Locks: A member asked why the association spends \$1000.00 annually for keys and locks and the question was answered this is only budgeted and not what is spent annually.

Kimberly Walrod made a motion to approve the 2025 Budget and all in favor were 42 members. Motion was passed.

***Meeting called to order: 2:26 pm***

***Treasurer Report:*** Report was given by the Treasurer, Judy Badgett.

Banking Balances:

Operating Account: 01/01/2024- \$149,623.65

10/04/2024- \$130,605.37

Reserve Account: 01/01/2024- \$80,725.06  
10/04/2024- \$90,740.30  
Revenue through: 08/31/2024- \$170,077.25  
Expenses through: 08/31/2024- \$139,513.78

Major Expenditures for 2024:

- 35.67% for ground maintenance
- 35.22% for capital improvements
- 12.8 % for management fees
- 9.60% for stormwater and retention ponds

These four areas account for 92.67% of expenditures.

Delinquencies: As of 10/04/2024:

- \$50,712.17
- 64 homes
- 9.82%

As of November 2023:

- \$64,903.00
- 70 homes
- 10.74%
- About \$14,000.00 higher last year.

Assessments: The 2025 assessment is due no later than January 31, 2025. The Board of Directors voted for late fees and interest to start February 1, 2025.

***Presidents Report from Carol Banks***

***Annual Meeting President's Report***

*Our Treasurer, Judy, will give her treasurer's report.*

*There are five homes that are in the process of having liens put on them. There are five homes that are next for foreclosure when a hearing date being scheduled. There are two homes that the lawyers are starting the foreclosure process on.*

*Thank you, Judy. I know it has not been easy; but you have done a great job keeping up with the treasurer's report each month. Fence replacement has been and will be an ongoing expense. Some of the fencing is old and some of it is still untreated wood and requires repairs or replacement.*

***Parking Lot.*** *We spent \$19,432.00 on the parking lot. We hired Able Paving, to pave the parking lot. We had them confirm whether a permit was required, and they responded back in writing that it was not. The HOA received a notification of a violation from the city. A parking lot plan or the required*

*paperwork for the permit with the city was not done. We are not being fined because we are working with City to ensure that everything with the paving is up to code. We hired John Pierce & Associates to do the site plan. The field work of the site plan has been completed and now they are doing the plotting to submit it to the city. Once everything has been completed and submitted to the city to include the permit. We will wait the Mr. Pierce final report but the paving the parking lot does not have a negative effect on BUA. Part of the reason for this is inherited land. Finally, the board in conjunction with the lawyers will make the decision about legal action, if any against Able Paving.*

**Bathrooms.** *There have been a lot of questions about the use of the bathroom here at the Pavilion. Every time a code has been given out to the homeowners, the bathrooms were vandalized, or we found used condoms that were left on the floor around the trash can. Due to these types of incidents, it was recommended that it was in the best interest of the HOA due to the liability to keep the bathrooms secure and open when homeowners request them when they reserve the Pavilion or the Field. I know there has been talk about the use of homeowners having a key fob. This may be an option; but it would depend on the cost. It is more than changing the lock and ordering key fobs. There is a maintenance cost and a replacement cost for lost key fobs that must be considered. If you have any recommendations, let us know when I open this up for questions and comments.*

**Lawn Service.** *Last year we changed the lawn service to Atlantic Coast. We have received several complaints. Keep in mind that the old lawn service, Jacksons, if I not mistaken was the original lawn service for the subdivision; so, they knew all the common areas that needed to be cut as identified by the developer. There is not a map that depicts these areas; so, we are still updating them on additional areas as we get information or complaints from homeowners. I ask that if you have any questions or issues with the lawn service crews as they are out cutting the grass, please do not approach them, send your complaints or issues to the board/AGR. They are here cutting the areas that the board has identified as community property. Contact the board if you think they are cutting your property.*

**Swimming Pools.** *Per all the covenants for each park above ground pools are not allow. Only inground pools are allowed.*

**Boats, RV, recreational vehicles, etc.** – *in most parks, they are not allowed to be parked or stored in your driveway, they must be in parked in the back barely visible from any street or road, they are not allowed at all in Hyde Park. They are allowed in Richmond Park. Please read the covenants for your park to keep you.*

**Architecture Request (ARC).** *Make sure you submit an ARC for any projects you are doing outside your home. Keep in mind the BUA allowance for your park.*

**Violations.** *There are a lot of violations that are reported and there are a lot of violations that are not being reported. When you purchase a home in this subdivision, you are aware that there is an HOA; and you are expected to abide by restrictive covenants. If your neighbor has an above ground pool or has livestock (goats, chicken) that is not authorize, broken down vehicle, window air conditioner, falling down sheds, fences that need to be repaired/replaced, mold on your home, grass too high, etc, contact AGR.*

**No soliciting.** *We have no soliciting signs that are posted as you enter the subdivision. Vendors are ignoring these signs. If a vendor/company knocks on your door, you can tell them that this is a no soliciting community, and they need to leave your property, or you can call the police, or you can call the company and tell them they have an employee violating no soliciting signs. The board cannot control everything that goes on in this community without the help of each homeowner.*

**Audit Committee.** *At the last annual meeting we had enough volunteers to have an audit committee. Jay will provide the audit committee report.*

**Events Committee.** *Thank you to Aubrey. She took charge of the events committee, and we had a summer block party, and a dinner in the park event. She has planned the fall festival and has dates reserved for other events. I will let Aubrey talk about the events.*

**Inherited lots.** *This was in previous minutes; but the HOA inherited to lots from the owner. One is Lot 501. This site is .23 acres and it the lot where the St. James Park Sign is located. The other lot is 519. This site is 1.04 acres, and it is the lot at the end of Weatherford Dr. This lot is identified by the city as a potential roadway. Neither lot can be built upon. Since the HOA is a nonprofit, property taxes are not paid.*

**Pavilion Reservations:** *Homeowners in good standing can reserve the Pavilion and Soccer Field. The request is on the Office Facebook page. We have had 25 homeowners reserve it since the last annual meeting.*

**Facebook page:** *There is an official HOA Facebook page. It is not the same as the HOC page. If you are not on the official page, you should request to join it. Once you are verified as a homeowner you will be granted access. We will rebuild the website. It is a work in progress at this point.*

**Playground:** *We are still looking for an affordable way to make the swing area better. I will repeat what I said last year; we as a board are not perfect, we don't have all the answers and there is a lot of work that needs to be done to get the community to be where we think it should be; but we (the seven board members) cannot do this alone. We need the support of the community. We need the community to volunteer to be on communities. If we can get volunteers to do things like put down mulch, it would cut down on the money we have to pay for the lawn service. We need volunteers to clean up the playground area. We need you to volunteer to help us. Judy will talk about the committees. We have a great community, and we need to do exciting things. I look forward to another year serving this community and the challenges it brings; but, hopefully not as the President.*

*Best Regards,*

*Carol Banks  
President Williamsburg Plantation HOA BOD*

***Audit Committee Report:*** *Jay Wood spoke on behalf of the Audit Committee stating that Advantage Gold Realty has documented everything, and no money was missing and would like to see three estimates moving forward.*

***Events Committee Report:*** *Aubrey Morales spoke about the events that have taken place for 2024.*

- *First Event: 125 members attended with many activities such as face painting, a waterslide and more. There were also three food trucks present as well. There was a good turnout for this event.*
- *Second Event: 100 members attended.*
- *Upcoming Event: Aubrey stated the Williamsburg Plantation Fall Festival will be held on October 26, 2024, from 5:00-8:00 pm. There will be a costume contest, photo set up*

for the families to take pictures, food trucks and more. Please look for announcements on the Official Williamsburg Plantation Facebook page for additional information.

There was a question regarding the meeting date change and Carol Banks, President stated the Board of Directors were within the guidelines of the restrictive covenants and by-laws to change the meeting date.

***Nominations and Board of Directors Elections:***

There are four positions available. The following candidates were nominated for 2024 Board of Directors:

- Judy Badgett
- Jennifer Michael
- Aubrey Morales
- Jorge Morales
- Haley Seabra

2024 Board of Directors:

- Jorge Morales: President
- Judy Badgett: Vice President
- Haley Seabra: Treasurer
- Aubrey Morales: Secretary
- Carol Banks: Member at Large
- Greg Engler: Member at Large
- Manuel Michel Sr.: Member at Large

***Open Forum:***

***Bus Changes:*** A member stated to check the official Facebook page for new times for buses.

***No Solicitation Signs:*** A member asked would it possible to have larger “No Solicitation Signs” purchased in hopes to keep the solicitors out of the neighborhood. The board stated they would investigate the cost of purchasing one larger sign. It was asked what the reason is when we already have signs posted. If the signs are damaged the member stated he could understand ordering another sign but the ones we have should be sufficient.

***Restrictive Covenant Change:*** A member asked if the covenants can be changed per park, and it was stated that 67% of the entire membership would be needed to make the changes to the covenants. It was mentioned the cost was about \$70,000 when the prior board checked into it and stated they would revisit it again. Finally, it was stated Hyde Park is the most restricted and Richmond Park is the most lenient of parks in Williamsburg Plantation. A representative from Advantage Gold Realty stated there would need to be a covenant change committee to do research on each park and make the proposals and submit them to the board for approval. This

committee will also research the costs for these changes and a special meeting will also need to be held to move forward. Members in attendance were encouraged to sign up for this committee if they would like to see changes made.

***Bathrooms:*** A member stressed the importance of having the bathrooms at the concession stand unlocked during the day or specific times throughout the day so children can have access to the bathroom when playing in the playground. It was stated there is a liability of having people using the restroom in the wooded area and it can pose a risk for charges for indecent exposure and other offenses. It was asked if there were security cameras at the concession stand. The board explained there are cameras facing the park, the restrooms and pavilion. It was stated by a board member there is a liability to the association having the bathrooms unlocked. In the past, there was constant vandalism, drug paraphernalia found inside the bathrooms, and it was also noted there was sexual activity going on inside the bathrooms. Member, Jennifer Michael has done the research for fobs and additional suggestions that the new board members will review.

***Paving the Parking Lot at the Pavilion:*** A member wanted to know who approved the parking lot without permits and Greg Engler stated the board approved the paving of the parking lot, but the board was instructed by the contractor in writing that no board permits were needed. It was asked what Advantage Gold Realty's responsibility and Association Manager is, Chasidy Abadia stated she has communication between her and the contractor regarding the paving and the permits. The new Board of Directors will be working on this issue immediately to get this resolved.

***Bradford Pears Trees:*** It was mentioned about free removal of the Bradford Pear Trees however, it would cost the association additional monies to plant a new species.

***Vinyl Fencing:*** A member mentioned the board should get estimates to replace all the wood fencing with vinyl fencing with warranty.

***Reserve Study:*** A representative stated it would be for the best if the board would consider doing a reserve study for Williamsburg Plantation. This is important because engineers would come to the association and factor all amenities and common area fencing, all retention ponds (8) and prepare a study that will show where the dues should be each year to cover these expenses. It will also state how much money should be moved to the reserves account annually as well. A retention pond could cost thousands of dollars for repairs as an example of why this study is so important. The engineers are based out of Raleigh and the Association Manager will research this and get the new board an estimate.

***Meeting Adjourned at 4:15 p.m.***